

Sample Task Order Narrative(s)

1.0 The two following Task Orders are provided as a measure to address two separate installations: one (1) installation in Newport News Shipbuilding, Newport News, VA and one (1) installation pier side at Point Loma Submarine Base, San Diego, CA.

2.0 Create a narrative to cover every detail on each of the sample Task Orders. Address each Task Order individually. Provide a separate spreadsheet as a breakout for the labor hours, procured materials, rental car estimates, travel expenses, machine shop services, shipping estimates, etc.

3.0 Provide machine shop estimates to address the attached base, rack foundation (DWG 6767511) and the camera mount, channel (DWG 6780528). Provide the process to get these items built and what the typical turn around time would be for the quantities listed in each Task Order.

4.0 List the procurement charges to purchase the Electrical Cable listed in each Task Order.

5.0 On-site Crew size:

5.1 The crew size for both Sample Task Orders will be the same. To make the estimating easier the crew will not vary from the personnel listed below: (25 people on-site)

Qty 1- Team Leader/ Foreman

Qty 5- Welders (ABS/USCG certification required)

Qty 5- Shipboard Electrician / Electronics Technician

Qty 14- Installation Laborers (Cable pulling, cosmetics, firewatch capable, and MCT/MCP qualified)

5.2 Task Order 1: Gas-Free services will be covered by the Government. The Crane Lifts for equipment and Tools (GFE, GFM, CFM, CFE) will be arranged by the Government through the working yard.

5.3 Task Order 2: The bidder will be responsible for arranging Gas-Free Services on site to cover 2 weeks worth of welding in spaces all over the ship. The gas-free process will be determined through the ship and/or other applicable personnel (Port Engineer, or Ship representative). The bidder will be responsible for arranging Crane lifts to get all material (GFE, GFM, CFM, CFE) and tools on the ship at the work-site and off the ship after the installation is completed.

5.4 Assume normal working day to be 10 hours/day, seven days per week on site.

6.0 Quality Assurance Plan: Make sure all quality plan items are addressed in the narrative and within the SOW responses. Minimally, discuss and include examples of QA sheets to cover:

- a. Pre Installation Cableway inspection Form
- b. Post installation Cableway inspection Form
- c. Fiber optic cable inspection record
- d. Welding Visual inspection Report
- e. Company specific Hot Work notice/chit
- f. Company specific Gas Free Certificate

TASK ORDER GUIDELINES #1 (NORFOLK AREA)

START: UPON ISSUE OF ORDER

COMPLETE: 90 Days after scheduled Completion

SHORT TITLE: T-AE-XX, Shipboard Security Module (SSM) Installation

1.0 PLACE(S) OF PERFORMANCE

- a. Contractor's facility
- b. Newport News Shipbuilding, Newport News, VA
- c. USNS Ammo Ship, T-AE-XX

2.0 REFERENCES

- a. Reference drawings will be supplies on actual TO's. Use equipment quantities below for estimation purposes.

3.0 POINTS OF CONTACT

The Contracting Officer's Representative (COR), Technical COR (TCOR), ACOR, And the Alteration Installation Team (AIT) technical representative for this Task will be listed in this section on an actual TO.

4.0 SECURITY REQUIREMENTS

4.1 Only personnel performing classified tasks on this project shall be cleared to a minimum level of Confidential. Contractors request for visit authorization shall be submitted in accordance with DOD 5220.22M (Industrial Security Manual for Safeguarding Classified Information) not later than one (1) week prior to visit. Request shall be forwarded to NAVSURFWARCENDIV, 300 Highway 361, Crane, IN 47522-5001, Attn: Security Manager for certification of need to know by the specified Crane POC and/or TTC. Security request shall also be made with the shipyard and/or base listed under the place of performance, Section 1.

5.0 DESCRIPTION OF WORK

5.1 Industrial installation services are required to assist with an NSWC Crane led Alteration Installation Team (AIT) installation of 1 (one) Shipboard Module Security System (SSM) and 1 (one) Hull perimeter lighting system aboard USNS T-AE XX, USNS Ammo Ship. This task accomplishes installation of Internal and External CCTV cameras, associated camera mounts, Intrusion Detection devices, Audible Warning Speakers, SSM control equipment, Hull perimeter lighting, Video recording equipment, component cabling, termination and connectorization of installed cables, equipment foundations, and power runs in support of the system installation. Contractor shall be responsible for arranging gas-free certifications from the working yard along with obtaining permission to accomplish shipboard hotwork, and providing qualified personnel and equipment for firewatches. Contractor is responsible for banding and tagging installed cable. Contractor is to provide miscellaneous mounting hardware as required for installation. Contractor is to provide Hot-melt Fiber termination equipment; Fiber Connectors & Consumables will be GFE. Installation dates on-site are 5/4/04 – 6/2/04

5.2 All system equipment, electrical cable, & junction boxes, shall be GFE, unless procurement of junction boxes, mounts, and electrical cable are arranged before award of each Task Order, by direction of the Government.

6.0 GOVERNMENT FURNISHED INFORMATION

Reference drawings will be supplies on actual TO's.

7.0 GOVERNMENT FURNISHED MATERIAL/CABLE ASSEMBLIES

<u>Nomenclature</u>	<u>Part/Dwg No.</u>	<u>Total Qty.</u>
Electrical Cable (IDS Cable)	LS2SJ-18	2000'
Electrical Cable	LSDHOF-3	200'
Ethernet Camera power Cable	Belden XXXX	13000'
Ethernet Control station cable	Belden XXYX	2000'
16 strand, Multi-mode fiber		2500'
4 strand, Multi-Mode Fiber		1500'
Electrical Cable,	HPL cable	6000'
Camera Mount, Channel, Exterior		70
Intrusion Detection System Mounts		68

8.0 GOVERNMENT FURNISHED EQUIPMENT

<u>Nomenclature</u>	<u>Part/Dwg No.</u>	<u>Qty.</u>
Equipment Rack, Central Electronics	SSER-04	1
Camera, Exterior	SSM-EXCAM	70
Camera, Interior	SSM-INTCAM	9
400 Watt, HPS light	MSD400-480HPS	25

9.0 CONTRACTOR FURNISHED EQUIPMENT

- 9.1 Contractor shall have the standard and customary welding equipment and hand tools associated with this type of work.
- 9.2 Contractor shall have Fiber Optic termination equipment to accomplish Hot melt and Epoxy Fiber Optic connectors. Connector type is ST, 62.5/125um fiber connectors.

10. CONTRACTOR FURNISHED MATERIAL

10.1 The Contractor will be authorized to procure miscellaneous installing hardware, if required, during installation. The NSWC Crane AIT Leader must approve each purchase.

(For the Sample Task Orders estimate the following items. The quantities do not reflect actual quantities required for the level of effort required)

NEPSEAL	1 GAL
Snap Switch, Navy SYM 804.1	10
Stuffing Tube, Steel, Size A	10
Stuffing Tube, Steel, Size B	10
Stuffing Tube Packing, Size A	10
Stuffing Tube Packing, Size B	10
Banding Material	A/R (\$500.00 Sample TO)
Chop Block (Rox Modules, MISC)	A/R (\$1,000 Sample TO)
Metal Stock	A/R (\$1,500 Sample TO)
Welding Consumables (1 bolt of Firecloth)	A/R
Paint	A/R (\$1,000 Sample TO)
Lagging	A/R (\$500.00 Sample TO)

10.2 The additional installation material is required to support the installation effort:

<u>Nomenclature</u>	<u>Part/Dwg No.</u>	<u>Qty.</u>
Electrical Cable	LS2SJ-18	8000'
Electrical Cable	LSDHOF-3	2500'
Base, Rack Foundation, NAVSEA #	6780528	2
Camera Mount, Channel, NAVSEA #	6767511	50

10.3 Aluminum Cable Tag and (2" X 3") Component ID tags

(The Cable tag information and component id tags will be an additional attachment to the Task Order, estimate the items below)

<u>Nomenclature</u>	<u>Part/Dwg No.</u>	<u>Qty.</u>
MISC Cable Tag	SSM-FIBER-100	50
MISC Cable Tag	SSM-RSFP-100	100
(2"X3") ID TAG (Silver with Black)	SSM Equipment Rack	20
(2"x 3") ID TAG (Silver with Black)	SSM Field Panel	50

11.0 TRAVEL REQUIREMENTS

- 11.1 Installation is to be performed aboard the USNS Ammo Ship, T-AE-XX, at Newport News Shipyard, Newport News, VA.
- 11.2 On-site performance of this task will be from 4 May 2004 – 2 June 2004.
- 11.3 Proposed Work Schedule:
 - 4 May 2004– Contractor sign-in, Pass & ID.
 - 4/5 May 2004- Meet with the ship, Off-load installation equipment, layout the system with the contractor.
 - 2 June 2004- Complete Ships work, off load tools, sign task order completion form.
- 11.4 Pre-start of installation preparation authorized upon Task Order award.

12.0 TRANSPORTATION OF EQUIPMENT/MATERIAL

Contractor shall only be responsible for transportation of contractor tools to the job-site. Contractor will be required to ship GFM and GFE back to NSWC Crane, but will be notified by the AIT leader for authorization. **(For SAMPLE estimating purposes, assume shipping two shipping containers from the job-site back to NSWC Crane, 300 HWY 361, Crane, Indiana, 47522, Each shipping container is 48”W X 24” D X 30” H each with each container weighing 350lbs.)**

13.0 DATA DELIVERABLES

- 13.1 Provide name, SSN, and clearance information of the team leader and crew for the installation detailed in the Task Order.
- 13.2 Provide COR & ACOR the “Monthly Status Report” (A001)
- 13.3 Provide “Progress Meeting Minutes” as required (A002)
- 13.4 Provide “Quality Assurance Workbook”, 10 Days after job completion (A003)
- 13.5 Provide “Installation Completion Report”, 10 Days after job completion (A004)
- 13.6 Provide “Lessons Learned Narrative” after job completion.

14.0 SUB/CONTRACTING REQUIREMENTS

The Contractor will be required to Sub-contract for services that are needed to support this effort.

The contractor may also be required to provide Gas-Free Engineering Services for the Hot-Work to be accomplished.

15.0 ACCEPTANCE PLAN

15.1 The NSWC Crane AIT has responsibility for the Government Inspection and Acceptance. The inspection will be performed at the places of performance by the NSWC AIT/COR.

16.0 OTHER CONDITIONS/ REQUIREMENTS

16.1 Contractor will be required to work this task at different time frames, depending upon the AIT Leader's request. Because of this, overtime will be required.

17.0 LIST OF ATTACHMENTS

N/A

TASK ORDER GUIDELINES #2 (SAN DIEGO, POINT LOMA AREA)

START: UPON ISSUE OF ORDER

COMPLETE: 90 Days after scheduled Completion

SHORT TITLE: T-AE-XX, Shipboard Security Module (SSM) Installation

1.0 PLACE(S) OF PERFORMANCE

- a. Contractor's facility
- b. Point Loma Submarine Base, San Diego, CA
- c. USNS Ammo Ship, T-AE-XX

2.0 REFERENCES

- a. Reference drawings will be supplies on actual TO's. Use equipment quantities below for estimation purposes.

3.0 POINTS OF CONTACT

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Stuffing Tube Packing, Size A	10
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Banding Material	A/R (\$500.00 Sample TO)
Chop Block (Rox Modules, MISC)	A/R (\$1,000 Sample TO)
Metal Stock	A/R (\$1,500 Sample TO)
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Paint	A/R (\$1,000 Sample TO)
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13.6 Provide “Lessons Learned Narrative” after job completion.

14.0 SUB/CONTRACTING REQUIREMENTS

14.1 The Contractor will be required to Sub-contract for services that are needed to support this effort.

14.2 The contractor will be required to provide Gas-Free Engineering Services for Hot Work to be accomplished.

14.3 The contractor will be required to arrange and provide Crane/Lift services for lifts to get all material (GFE, GFM, CFM, CFE) and tools on the ship at the work-site and off the ship after the Task is completed.

15.0 ACCEPTANCE PLAN

15.1 The NSWC Crane AIT has responsibility for the Government Inspection and Acceptance. The inspection will be performed at the places of performance by the NSWC AIT/COR.

16.0 OTHER CONDITIONS/ REQUIREMENTS

16.1 Contractor will be required to work this task at different time frames, depending upon the AIT Leader's request. Because of this, overtime will be required.

17.0 LIST OF ATTACHMENTS

N/A